

S-E-C-R-E-T

2 April 1954

### PLAN OF ACTION FOR THE CIA CAREER SERVICE BOARD

At its 25th meeting on 1 April, the CIA Career Service Board adopted the following plan of action:

1. Between now and the first of July, the CIA Career Service Board will develop, for the approval of the Director, policy and procedures with respect to:

- (1) Promotion
- (2) Internal rotation of junior personnel
- (3) The Selection Board and the implementation of the career service
- (4) Advance planning for overseas returnees
- (5) Duties of Component Career Service Boards

2. The necessary Agency-wide procedures to implement these policies will be made effective on 1 July or sooner.

3. The CIA Career Service Board will meet with all senior supervisors in headquarters (Branch Chiefs and above) on Tuesday, 15 June 1954 from 7:00 to 10:00 P.M., in the Auditorium of the Department of Agriculture for the purpose of informing them of the Agency's Career Program and of their responsibilities for its effectiveness.

4. In order to prepare the above policy matters for the decision of the Board and of the Director, short-duration, hard-hitting Task Forces have been set up under the guidance of the Board to resolve the problems involved.

5. The Board will consider recommending to the Director, that upon completion of this Task, the Board be reorganized under the chairmanship of the Deputy Director of Central Intelligence, to consist of the Deputy Director (Intelligence) Deputy Director (Administration), Deputy Director (Plans), Director of Training, Assistant Director (Communications), Assistant Director (Personnel), and the Inspector General. The Board would meet at the call of the Chairman when he or any of the other members believe that an Agency-wide personnel policy problem requires resolution. The office board mechanism for providing advice and recommendations to the heads of Offices and of principal operating components would remain essentially as it is at present.

6. There are attached time schedules, statements of mission and lists of members for the Task Forces.

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